

Charter Township of Portage  
Special Board of Trustees Meeting  
May 17, 2024  
47240 Green Acres Road  
Houghton, MI 49931  
(906) 482-4310

The Charter Township of Portage held a Special Board of Trustees Meeting on Friday, May 17, 2024, at the Township office.

**Call to Order:** The meeting was called to order by Bruce Petersen at 1:30 PM

**In attendance** were Supervisor Bruce Petersen, Clerk Amy Skewes, Treasurer Betsy Smith and Trustees Peggy Anderson, Bill Fink, John Ollila, Keith Wanhaaho as stated by roll call.

**Discussion Items:**

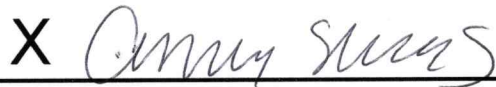
1. Job duty description. Benefits offered and board approval for DPW Supervisor position. The job description will be revised and presented to the board when completed.
2. Personnel Manual updates and modifications. Ollila updated the board on the recommended changes to the personnel manual regarding sick/vacation leave. Board agreed with the changes.
3. Denton and Gaffney Road funding – the board discussed how to fund the Denton Road project. The board decided to use the road millage money, \$106,000 from the remaining ARPA funds and borrow the rest from the general fund.

**Public Present:**

**Adjourn:** The meeting was adjourned at 2:20 P.M

X 

Bruce Petersen  
Supervisor

X 

Amy Skewes  
Clerk